

**BY ORDER OF THE CHIEF,
NATIONAL GUARD BUREAU**



**AIR NATIONAL GUARD POLICY
DIRECTIVE 90-2101**

15 MAY 2003

Command Policy

**COMPLIANCE AND STANDARDIZATION
REQUIREMENT LIST (C&SRL) SQUADRON/
FLIGHT COMMANDER**

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This directory implements Air Force Policy Directive (AFPD) 90-2, *The Inspection System*, and is applicable to all Air National Guard (ANG) flying units. Compliance with this directory and its parent instruction Air National Guard Instruction (ANGI) 21-101, *Maintenance Management of Aircraft*, is mandatory. Units will supplement this publication with items developed from appropriate technical data, Air Force Occupational Safety and Health (AFOSH) Standards (STD), local operating instructions (OI), etc., to assess internal compliance. Higher Headquarters/Inspector General (HHQ/IG) may use this directory in whole or in part during evaluations and exercises.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1. The items listed do not constitute the order or limit the scope of the inspection/assessment. As a minimum, units will use this directory in conjunction with the annual unit self-inspection. The objective is to identify deficiencies that preclude attainment of required capabilities.

Table 1. Squadron/Flight Commander

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.	Squadron/Flight Commander			
1.1.	Does the Squadron/Flight Commander ensure supervisors and personnel participate in reviewing maintenance processes? (2.4.)			
1.2.	Does the Squadron/Flight Commander ensure strict adherence to technical data and all other written management procedures? (2.4.1.)			
1.3.	Does the Squadron/Flight Commander implement and manage the self-inspection program, as applicable? (2.4.2.)			
1.3.1	Does the Squadron/Flight Commander implement and manage the retention and career motivation program, as applicable? (2.4.2.)			
1.3.2.	Does the Squadron/Flight Commander implement and manage the security program, as applicable? (2.4.2.)			
1.3.3.	Does the Squadron/Flight Commander implement and manage the mobility program, as applicable? (2.4.2.)			
1.3.4.	Does the Squadron/Flight Commander implement and manage the personnel reliability program, as applicable? (2.4.2.)			
1.4.	Does the Squadron/Flight Commander administer the squadron safety program? (2.4.3.)			
1.4.1.	Does the Squadron/Flight Commander coordinate with the squadron safety monitor to ensure all personnel obtain the required safety training? (2.4.3.)			
1.4.2.	Does the Squadron/Flight Commander ensure safety information is available and personnel in hazardous areas know of safety implications? (2.4.3.)			
1.5.	Does the Squadron/Flight Commander ensure facilities meet Air Force industrial environmental standards IAW AFI 91-301, <i>Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) Program</i> ? (2.4.4.)			
1.5.1.	Does the Squadron/Flight Commander report deficiencies to base Bioenvironmental? (2.4.4.)			
1.6.	Does the Squadron/Flight Commander ensure the unit is capable of deploying in response to wing taskings? (2.4.5.)			
1.6.1.	Does the Squadron/Flight Commander work with Maintenance Plans and unit supervisors to prepare for execution of plans? (2.4.5.)			
1.6.2.	Does the Squadron/Flight Commander initiate squadron deployment planning and provide inputs to plans? (2.4.5.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.6.3.	Has the Squadron/Flight Commander designated an officer or NCO to act as a focal point for deployments (mobility) referred to as the Unit Deployment Manager (UDM)? (2.4.5.1.)			
1.7.	Does the Squadron/Flight Commander ensure personnel authorized and assigned are adequate to support the unit mission and tasking plans? (2.4.6.)			
1.7.1.	Does the Squadron/Flight Commander coordinate with wing manpower office representatives for assistance in preparing requests to ANG for UMD adjustments? (2.4.6.)			
1.8.	Does the Squadron/Flight Commander ensure the group commander is notified of any critical shortages of personnel, aircraft, equipment, or components that might affect the unit's ability to generate aircraft sorties? (2.4.7.)			
1.8.1.	Does the Squadron/Flight Commander monitor additional duties, leave, training requirements, and details taking manpower from the work force? (2.4.7.1.)			
1.8.2.	Does the Squadron/Flight Commander monitor all personnel working outside of their primary AFSC (out of hide) to ensure that it does not hamper mission accomplishment? (2.4.7.2.)			
1.9.	Does the Squadron/Flight Commander enforce sound maintenance, supply discipline, and financial management practices? (2.4.8.)			
1.10.	Does the Squadron/Flight Commander ensure compliance with Office of Personnel Management and Air Force Policy Directives? (2.4.9.)			
1.11.	Does the Squadron/Flight Commander review Single Integrated Operational Plan (SIOP), Emergency War Order (EWO), applicable Designed Operational Capability (DOC) statements, mobility, contingency, and exercise plans and ensure squadron processes are established to meet tasked requirements? (2.4.10.)			
1.12.	Does the Squadron/Flight Commander monitor new requirements for training, equipment authorizations, special tools, workspace, facilities, and manning for impact on unit's capability to perform its mission? (2.4.11.)			
1.13.	Does the Squadron/Flight Commander comply with the group vehicle program as required by AFI 24-301, <i>Vehicle Operations</i> ? (2.4.12.)			
1.13.1.	Does the Squadron/flight Commander designate a squadron vehicle control officer/NCO? (2.4.12.)			
1.14.	Does the Squadron/Flight Commander review status of training programs monthly? (2.4.13.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.14.1	Does the Squadron/Flight Commander ensure upgrade training and maintenance qualification programs emphasize quality and are not primarily focused on meeting minimum upgrade time frames? (2.4.13.)			
1.15.	Does the Squadron/Flight Commander ensure functional publication libraries are established and maintained according to AFI37-160, Volume 7, <i>Air Force Publications and Forms Management Programs-Publication Library</i> and AFI 33-322, <i>Records Management Program</i> ? (2.4.14.)			
1.16.	Does the Squadron/Flight Commander ensure compliance with unit Environmental Protection Agency (EPA) program according to AFI 32-7042, <i>Solid and Hazardous Waste Compliance</i> ? (2.4.15.)			
1.17.	Does the Squadron/Flight Commander ensure turn-in of consumable/expendable XB3 material and scrap is properly accomplished as outlined in AFMAN 23-110? (2.4.16.)			
1.18.	Does the Squadron/Flight Commander ensure personnel are trained and resources are available for CDDAR? (2.4.17.)			
1.19.	Does the Squadron/Flight Commander designate a Unit Environmental Coordinator (UEC) to work environmental coordination, implementation, and compliance with the installation MXG/OG Environmental Coordinator, the installation environmental flight, and the installation Hazardous Material Management Process (HMMP) team for ESOH issues? (2.4.18.)			
1.20.	Does the Squadron/Flight Commander ensure compliance with the environment safety and occupational health programs as identified in AFD 90-8, <i>Environment, Safety, and Occupational Health</i> , AFD 91-3, <i>Occupational, Safety, and Health</i> , AFI 91-301, <i>Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) Program</i> , and the AFI 32-7XXX series environmental instructions? (2.4.19.)			
1.21.	Does the Squadron/Flight Commander appoint custodians to manage the custodian authorization and custody receipt listing (CA/CRL)? (2.4.20.)			
1.22.	Does the Squadron/Flight Commander participate in quarterly QA reviews? (2.4.21.)			
1.23.	Does the Squadron/Flight Commander have a working knowledge of MIS (Maintenance Information System) and ensure its use? (2.4.22.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.24.	Does the Squadron/Flight Commander analyze unit manning authorizations and the individuals assigned to ensure an adequate balance of career fields, task certified personnel, and certified personnel listed on the SCR exist to meet mission requirements? (2.4.23.)			
1.25.	Does the Squadron/Flight Commander endorse adding an individual to the SCR and forward to the QA Supt. for final review prior to submission to the MXG/CC for approval and inclusion on the SCR? (2.4.24.)			
1.26.	Does the Squadron/Flight Commander maintain a current copy of the unit personnel manpower roster (UPMR)? (2.4.25.)			
1.27.	Does the Squadron/Flight Commander maintain a record of personnel actions and verifies entry of approved actions into the personnel data subsystem? (2.4.25.)			
1.28.	Does the Squadron/Flight Commander ensure supervisors and personnel participate in reviewing maintenance processes? (2.4.)			
1.29.	Does the AMXS Squadron/Flight Commander ensure each AMF provides input for development of an annual maintenance plan and reconcile it with operations scheduling to ensure maintenance capabilities are not exceeded and commitments can be met? (3.2.1.)			
1.30.	Does the Squadron/Flight Commander execute a rotation plan (within ANG manpower guidelines) that balances grade, skill level and experience of AFSC 2A6X6 and 2A6X5, 2A6X1, 2A5X1 personnel between aircraft maintenance and back shop? (3.2.2.)			
1.31.	Does the AMXS Squadron/Flight Commander ensure personnel understand the purpose of the AF Form 2409, Generation Sequence Action Schedule, or electronic form containing the same information? (3.2.3.)			
1.32.	Does the AMXS Squadron/Flight Commander provide input to MDSA for the monthly report to ANG/LGMM? (3.2.6.)			
1.33.	Does the AMXS Squadron/Flight Commander chair a daily maintenance meeting? (3.2.7.)			
1.34.	For Consolidated Aircraft Support System (CASS) units, does the AMXS Squadron/Flight Commander ensure conditioned air ducts, liquid coolant hoses, start (bleed) air ducts, power cables, and any couplings used to interface with the aircraft are inspected for serviceability? (3.2.8.1.)			

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1.35.	For Consolidated Aircraft Support System (CASS) units, does the AMXS Squadron/Flight Commander provide housekeeping of the pits to include water or snow removal and removal of pit lids to provide access? (3.2.8.2.)			
1.38.	Does the Squadron/Flight Commander ensure SPRAM accounts are established IAW AFI 21-103 and AFMAN 23-110? (3.2.9.)			
1.39.	Does the Squadron/Flight Commander ensure SPRAM accounts are maintained IAW AFI 21-103 for Alternate Mission Equipment (AME) External Fuel Tanks, and F-15 Conformal Fuel Tanks (CFT)? (3.2.9.1.)			
1.40.	Does the Squadron/Flight Commander with maintenance responsibility attend meetings quarterly to review the QAP data? Meeting will be chaired by QA. (10.14.)			

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